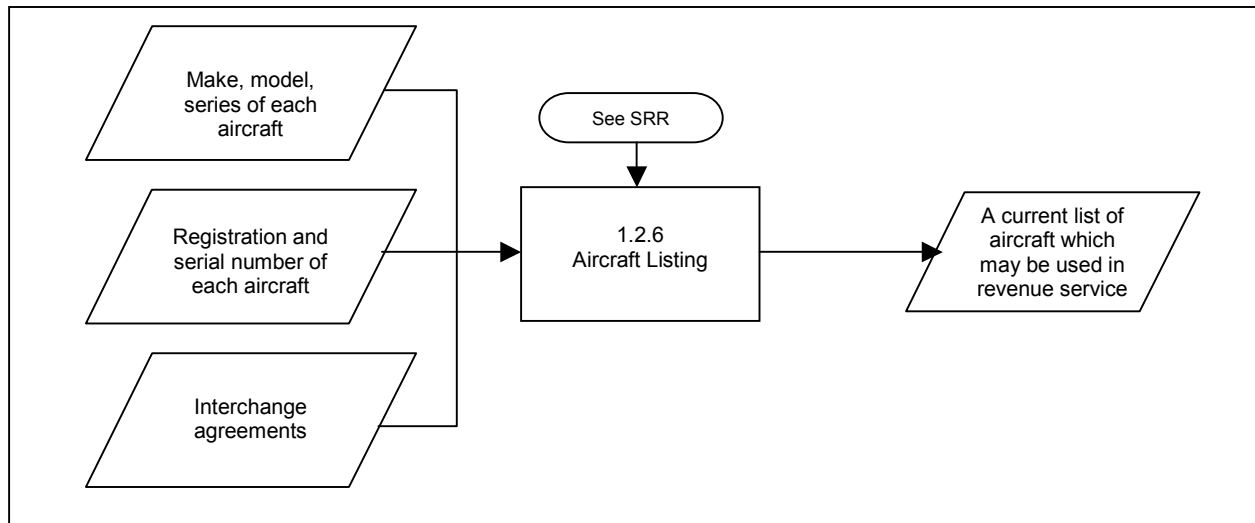


Safety Attribute Inspection (SAI) Job Aid



ELEMENT SUMMARY INFORMATION

Element: 1.2.6 Aircraft Listing

Purpose of this Element (Air Carrier's responsibility): To provide a current listing of aircraft that the Air Carrier is authorized to operate.

Objective (FAA responsibility): To determine if the air carrier's Aircraft Listing process includes safety attributes.

Inputs:

- Make, model, and series of each aircraft
- Registration and serial number of each aircraft
- Interchange agreements

Outputs:

- A current list of aircraft which may be used in revenue service

Performance Measures:

- The Air Carrier only utilizes the aircraft identified on the aircraft listing in revenue service in accordance with Operations Specifications Paragraph D085.

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SRR:

- 119.49 (a)(4)(ii) Contents of Operations Specifications
- 119.49 (b)(4)(ii) Contents of Operation Specifications
- 121.685 Aircraft Records: Domestic and Flag Operations

Other CFRs and/or FAA Guidance:

- FAR 119.49 Contents of Operations Specifications
- FAA Order 8300.10, Vol 2, Chap 84, Sec 2, Para D85 Aircraft Listing
- HBAW 96-05C, FAQ #16 Air Carrier Operations Specifications Authorization to Make Arrangements with Other Organizations

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SRR SPECIFIC INFORMATION

SRR	Intent	
119.49 (a)(4)(ii)	To prevent the Air Carrier from operating any aircraft not listed in the Operations Specifications or in an approved aircraft listing.	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>
119.49 (b)(4)(ii)	To prevent the Air Carrier from operating any aircraft not listed in the Operations Specifications or in an approved aircraft listing.	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>
121.685	TBD	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>

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1.2.6 Aircraft Listing

SECTION 1 - RESPONSIBILITY ATTRIBUTE

Objective: To determine if there is a clearly identifiable, qualified, and knowledgeable person who is accountable for the quality of the aircraft listing process.

To meet this objective, the inspector will accomplish the following tasks:

1. Identify the person who is responsible for the quality of the Manual Currency process.
2. Review the description in the Manual that delineates the duties and responsibilities of the person.
3. Evaluate the person's qualifications and work experience (or resume', if appropriate).
4. Review the appropriate organizational chart.
5. Discuss the Aircraft Listing process with the person.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Is there a clearly identifiable person who is answerable for the quality of the Aircraft Listing process?	<input type="checkbox"/> YES If yes, provide the name: <input type="checkbox"/> NO If no, explain:
2. Does the person understand the procedures associated with the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
3. Does the person understand the controls associated with the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Does the person understand the interfaces associated with the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Does the person understand the process measurements associated with the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
6. Is the responsibility of this position clearly documented in the air carrier's Manual(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7. Are the qualification standards for this position clearly documented?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7a Are the qualification standards for this position appropriate for the duties that are assigned?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
8. Does the person meet the qualification standards?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
9. Does the person acknowledge that he/she has responsibility for the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
10. Does the person know who has authority to establish and modify the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

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1.2.6 Aircraft Listing

SECTION 2 – AUTHORITY ATTRIBUTE

Objective: To determine if there is a clearly identifiable, qualified, and knowledgeable person with the authority to establish and modify the Aircraft Listing process.

To meet this objective, the inspector will accomplish the following tasks:

1. Identify the person who has the authority to establish or modify the Aircraft Listing process.
2. Review the description in the Manual that delineates the duties and responsibilities of the person.
3. Evaluate the person's qualifications and work experience (or resume', if appropriate).
4. Review the appropriate organizational chart.
5. Discuss the Aircraft Listing process with the person.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Is there a clearly identifiable person who has authority to establish and modify the air carrier's policies for the Aircraft Listing process?	<input type="checkbox"/> YES If yes, provide the name: <input type="checkbox"/> NO If no, explain:
2. Does the person understand the procedures associated with the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
3. Does the person understand the controls associated with the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Does the person understand the interfaces associated with the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Does the person understand the process measurements associated with the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
6. Is the authority of this position clearly documented in the air carrier's Manual(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7. Are the qualification standards for this position clearly documented?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7a. Are the qualification standards for this position appropriate for the duties that are assigned?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
8. Does the person meet the qualification standards?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
9. Does the person acknowledge that he/she has authority for the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
10. Does the individual know who has the responsibility for the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
11. Are the procedures for delegation of authority clearly documented for the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

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1.2.6 Aircraft Listing

SECTION 3 – PROCEDURES ATTRIBUTE

Objective: To determine if the air carrier has documented procedures for accomplishing the Aircraft Listing process.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Aircraft Listing process to ensure that they contain who, what, where, when, and how.
2. Review the FAA Guidance and Specific Regulatory Requirements (SRR) included in the supplemental information section of this SAI
3. Discuss the Aircraft Listing process with appropriate personnel to gain an understanding of the procedures.
4. Observe the Aircraft Listing process to gain an understanding of the procedures.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Do written procedures exist to achieve the desired result of the Aircraft Listing process:

1.1. Do written procedures require the Air Carrier to submit the Aircraft Listing to the FAA for approval? [SRR 119.49 (a,b), 121.685]

☐ YES If no, explain:
☐ NO

2. Do the procedures identify: who, what, where, when and how?

☐ YES If no, explain:
☐ NO

3. Are the procedures in compliance with the CFR(s)?

☐ YES If no, explain:
☐ NO

4. Do the procedures conform to other written guidance (E.g., Operations Specifications, FAA Orders, Airworthiness Directives, Advisory Circulars, Handbook Bulletins, Directives, and Manufacturer's Recommendations)?

☐ YES If no, explain:
☐ NO

5. Does the air carrier have the resources to support the written procedures for the Aircraft Listing process?

☐ YES If no, explain:
☐ NO

6. If alternate procedures exist for use during irregular conditions, do they achieve the same desired results as the primary procedures so that an equivalent level of safety is maintained? (E.g., a manual system used as a result of equipment failure).

☐ YES If no, explain:
☐ NO
☐ N/A, No alternate procedures exist for this element

7. Are the procedures published in different manuals relating to the Aircraft Listing process consistent?

☐ YES If no, explain:
☐ NO

8. Does the air carrier have a documented method for assessing the impacts of procedural changes to the Aircraft Listing process?

☐ YES If no, explain:
☐ NO

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1.2.6 Aircraft Listing

SECTION 4 – CONTROL ATTRIBUTE

Objective: To determine if checks and restraints are designed into the Aircraft Listing process to ensure a desired result is achieved.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Aircraft Listing process.
2. Review the FAA Guidance and Specific Regulatory Requirements (SRR) included in the supplemental information section of this SAI
3. Discuss the Aircraft Listing process with appropriate personnel to gain an understanding of the controls.
4. Observe the Aircraft Listing process to gain an understanding of the controls.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Are the following checks and restraints built into the Aircraft Listing process:

1.1 Does the Air Carrier have an approved Aircraft Listing? [SRR 119.49(a)(4)(ii), 119.49(b)(4)(ii), 121.685]

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

1.2 Does the Aircraft Listing contain the following information:

1.2.1 Make, model, and series? [SRR 119.49 (a)]

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

1.2.2 Registration and serial number? [SRR 119.49 (a)]

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

1.2.3 Means of identifying aircraft which are used in an Interchange Agreement? [SRR 119.49 (a)]

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

1.2.4 Date of last revision? [SRR 119.49 (b)]

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

2. Do the checks and restraints ensure the desired result is achieved for the Aircraft Listing process?

☐ YES If no, explain:
☐ NO

3. Does the air carrier have a documented method for assessing the impacts of any changes made to checks and restraints in the Aircraft Listing process?

☐ YES If no, explain:
☐ NO

4. Does the air carrier have the resources to support the checks and restraints for the Aircraft Listing process?

☐ YES If no, explain:
☐ NO

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1.2.6 Aircraft Listing

SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE

Objective: To determine if the air carrier measures and assesses the Aircraft Listing process, to identify and correct problems or potential problems.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Aircraft Listing process.
2. Discuss the Aircraft Listing process with appropriate personnel to gain an understanding of the process measures.
3. Observe the Aircraft Listing process to gain an understanding of the process measures.

To meet this objective, the inspector will determine and record answers to the following questions:

1. <Deleted>
2. Does the air carrier's Aircraft Listing process include the following process measurements?

2.1 The Air Carrier audits the Aircraft Listing to ensure it is:

<i>2.1.1 Current.</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>2.1.2 Contains all required information.</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<i>2.1.3 Available.</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
3. Does the air carrier document their process measurement methods and results?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Are the air carrier's process measurement methods effective?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Does the air carrier use their process measurement results to improve their programs?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
6. Are the process measurement results accessible to the FAA?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7. Does the organization that conducts the process measurement have direct access to the person with responsibility for the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
8. Does the air carrier have the resources to support the process measurement for the Aircraft Listing process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

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1.2.6 Aircraft Listing

SECTION 6 – INTERFACES ATTRIBUTE

Objective: To determine if the air carrier identifies and manages the interactions between the Aircraft Listing process and the other element processes within the air carrier organization.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Aircraft Listing process.
2. Discuss the Aircraft Listing process with appropriate personnel to gain an understanding of the interfaces.
3. Observe the Aircraft Listing process to gain an understanding of the interfaces.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Are the following interfaces identified for the Aircraft Listing process:

1.1 Operations Specifications Paragraph A028	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.2 Operations Specifications Paragraph A029	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.3 Appropriate Operational Equipment (Element 1.1.2)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.4 Maintenance Program (Element 1.3.1)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.5 GMM/Equivalent (Element 1.3.14)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.6 Manual Currency (Element 2.1.1)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.7 Content Consistency Across Manuals (Element 2.1.2)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.8 (Manual) Distribution (Element 2.1.3)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.9 (Manual) Availability (Element 2.1.4)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A

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2. List any additional interfaces identified:	
3. Are there written procedures for the use of air carrier personnel in the application of these interfaces?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Are there controls to ensure that interfaces occur?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Are the interfaces between the Aircraft Listing process and other processes treated consistently in the Manual(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO